

## DOCUMENTATION REQUIREMENTS

### Range Planting – 550

#### Requirements

- Name, address, and phone # of landowner or decision maker
- Record the purpose(s) chosen for applying the practice in the conservation practice narrative or in case file notes
- Document compliance with buried utilities policy if ground-disturbance is involved.
- Document compliance with cultural resource policy if undertaking is involved.
- Field number & boundary on aerial photo, Arc View DOQ photography or scaled sketch - on plan map or form ND-CPA-9 or ND-CPA-9e; planned and actual.
- Soils map or Arc View DOQ photography with soils overlay and key
- In the conservation plan, document applicable supporting conservation practices and specifications such as; Cover Crop (during growing season before seeding), Mulching, Pest Management, or Use Exclusion.
- Complete form\* ND-CPA-9 or ND-CPA-9e - **OR** - equivalent data below:
  - Legal description of planting site (to ¼ -section level or closer)
  - Extent- planned and actual (acres)
  - Site preparation method- planned and actual
  - Planned planting date (calendar period)
  - # Pure Live Seed/acre seeding rate of each species and/or vegetative stock type and specific planting method(s) – planned and actual
  - Seed tag data
  - Germination results if re-tested after tag date
  - If sculpted planting, locations of species within the planting – planned and actual
  - Establishment and maintenance requirements (years 1-3)
  - Operation and Management plan (could be referenced to a landowner-specific forest management plan)
  - Signature and date of planner
  - Date of actual planting
  - Temperature, wind, humidity, sunshine at time of planting vegetative plugs or rhizomes
  - Site conditions at planting time (wet, dry, chunky, weeds, etc.)
  - Dated and signed certification that planting was installed according to NRCS standards and specifications - **OR** - Describe elements not meeting NRCS standards and spec's

\* ND-CPA-9 or ND-CPA-9e required for NRCS planners

#### OPTIONAL DOCUMENTATION

- Any jobsheets or other management guides used in development of the plan
- Off-site conditions relevant to the plan